



Export Verification (EV) Programs Additional Requirements

March 1, 2006

(Revised and Effective April 3, 2006)

Within all quality management systems, opportunities for continuous improvement exist and when identified must be addressed. Please review the following requirements, and ensure that your USDA Quality System Assessment, Export Verification (QSA-EV) Program addresses each requirement, as applicable.

1 QSA-EV Program Manuals

Approved programs must provide FSIS officials access to the approved QSA-EV Program quality manual. Access to the manual may be provided in either electronic or a paper format.

2 QSA-EV Program Audit Reports

Approved programs must include a documented procedure to ensure that QSA-EV Program audit reports are available to and discussed with FSIS officials during scheduled weekly FSIS meetings. Records to show conformance must be maintained.

3 Company's Supplier Listing

Approved programs must include a company supplier listing if QSA-EV Program product is received from another supplier approved under the QSA-EV Program. In addition, the company must require their supplier to provide an AMS Statement of Verification as defined in Section 6 for each load of product received.

The company supplier listing must:

- a) Identify the supplier's name and FSIS establishment number;
- b) Identify the date a supplier is added to the list;
- c) Identify the date a listed supplier is no longer supplying product; and
- d) Be submitted to the ARC Branch (ev.export@usda.gov or 202-354-5207) for review when changes are made.

The company must review the Official Listing of Eligible Suppliers at www.ams.usda.gov/lsg/arc/audit/bev.htm to ensure that the supplier is listed as an eligible supplier for the specific country.

4 Product List

Approved programs must include a list of all eligible product items intended for shipment to countries requiring an EV Program. All eligible products must be on the approved list prior to listing the products on the Signed Application for Export (FSIS Form 9060-6). In signing FSIS Form 9060-6, the exporter is attesting to, among other things, the eligibility of all the listed products. Products that are not required to be produced under an EV Program shall not be listed on the approved product list.

 3/27/06



The product list must:

- a) Identify all eligible beef, veal, and lamb items intended for shipment;
- b) Provide the following information for each item on the list:
 - FSIS Establishment Number;
 - Establishment Name;
 - Establishment Location (City and State);
 - Type of Facility (slaughter, fabricator, processor, cold storage);
 - Product Name;
 - Product Code; and
 - Description of Product (IMPS item number or NAMP Meat Buyers Guide item number, or other detailed description);
- c) Be divided by country;
- d) Be in the approved Excel format (the approved format is available on the ARC Branch EV Program website at <http://www.ams.usda.gov/lsg/arc/bev.htm>); and
- e) Be submitted to the ARC Branch (ev.export@usda.gov or 202-354-5207) for initial review and approval and when changes are made.

5 AMS Statement of Verification for Chile, Costa Rica, Egypt, Hong Kong, Japan, Korea, Lebanon, Philippines, Singapore, St. Lucia, Taiwan, and Thailand

To export product to these countries, the applicant must request, from the ARC Branch, a Statement of Verification for each shipment.

To receive an AMS Statement of Verification for each load, the applicant must submit to the ARC Branch the following documents for each shipment:

- a) Signed Application for Export (FSIS Form 9060-6);
- b) Unsigned Export Certificate (FSIS Form 9060-5);
- c) Unsigned Export Certificate for Hong Kong (FSIS Form 9297-1) if applicable;
- d) Unsigned Export Certificate for Japan (FSIS Form 9290-1) if applicable;
- e) Unsigned Export Certificate for Singapore (FSIS Form 9435-1) if applicable;
- f) Unsigned Export Certificate for Taiwan (FSIS Form 9285-1) if applicable; and
- g) Unsigned Letterhead Certificate, if applicable. Suppliers must obtain the most current certificate from the FSIS Export Library.

The applicant must also submit to the ARC Branch for each shipment:

- a) Contact name and phone number;
- b) Email address or fax number to send the Statement of Verification; and
- c) The company who will be billed for the service including company name, establishment number, city, and state, if this is different from the applicant submitting the request.

This information must be submitted via email to EV.Export@usda.gov or via fax at 202-354-5207.



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Marketing
Service

Livestock
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Program

Audit, Review,
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The AMS Statement of Verification for each load must be provided to FSIS officials at the time the unsigned Export Certificate (FSIS Form 9060-5) is submitted for FSIS signature.

6 AMS Statement of Verification for Product Intended for Further Processing

For all countries requiring an EV Program, product shipped for further processing from one eligible supplier to another eligible supplier must be accompanied with an AMS Statement of Verification for Product Intended for Further Processing. This AMS Statement of Verification identifies the product categories produced for the specific country(s) under the company's approved EV Program.

The company supplying products intended for further processing must request an AMS Statement of Verification. A copy of this Statement must accompany each shipment of product intended for further processing. If the product categories produced for the specific country(s) under the company's approved EV Program changes, then the company must request a new AMS Statement of Verification. Requests for the AMS Statement of Verification for Product Intended for Further Processing must be submitted via email to ARCBbranch@usda.gov or via fax at 202-690-1038.

Receiving companies must review the Official Listing of Eligible Suppliers at www.ams.usda.gov/lsg/arc/audit/bev.htm to ensure that the supplier is listed as an eligible supplier for the specific country. Additionally, the products must be identified as meeting the EV Program requirement for the specific country.

"Voice of the Customer: - a customer feedback opportunity!"

www.ams.usda.gov/lsg/arc/arcsurvey.htm